



CaliforniaAffordableHousingAgency

MINUTES

THE BOARD OF DIRECTORS AND THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS CALIFORNIA AFFORDABLE HOUSING AGENCY

ANNUAL BOARD OF DIRECTORS MEETING REGULAR EXECUTIVE BOARD MEETING

**May 14, 2012
11:00 a.m.**

**530 West 21st Street
Merced, CA 95340
(209) 722-3815**

- I. The Annual meeting was called to order by Ed Mayer at 11:05 a.m.
The roll was taken:

CalAHA Executive Board Members Present:

1. Chairperson Ed Mayer, Executive Director – Butte County Housing Authority
2. Secretary/Treasurer Linda Nichols, Executive Director – Regional Housing Authority of Sutter and Nevada Counties
3. Andrea Roark, Executive Director – Imperial Valley Housing Authority

CalAHA Executive Board Members Absent:

4. Rennise Ferrario, Executive Director – Merced County Housing Authority

Other CalAHA Members Present:



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5. Nicholas Benjamin, Executive Director – City of Madera Housing Authority
6. Mark Stern (for Lisa Baker), Executive Director – Yolo County Housing Authority (left the meeting @ 11:35)
7. Bill Wilkins, Executive Director – Housing Authority of the City of Oxnard
8. David Keller, Executive Director – Plumas County Community Development Commission (left the meeting @ 11:15)
9. Joseph Villarreal, Executive Director – Housing Authority of the County of Contra Costa (left the meeting @ 11:34)
10. Robert Hoskins, Executive Director – Housing Authority of Kings County

Others Present:

11. Thomas E. Lewis, General Counsel – Silveira, Mattos & Lewis
12. Barbara Unruh, Legal Assistant – Silveira, Mattos & Lewis
13. Julie Wunderlich, Bond Counsel – Jones Hall
14. Patrick Howard, Founding Member – Evergreen Pacific Capital, LLC
15. Steve Melikian, Bond Counsel – Jones Hall

II. Directors and/or Agency Additions/Deletions to the Agenda:

None

(M/S/C): Andrea Roark / Linda Nichols / Approved 10-0

III. Approval of the Minutes: April 9, 2012 Board of Directors Meeting:

(M/S/C): Andrea Roark / Linda Nichols / Approved 10-0

IV. Unscheduled Oral Communication:

None



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V. ANNUAL ELECTIONS:

1. Election of Executive Committee Members
 - A. Nomination of Executive Committee for 2012-2013:
 1. Housing Authority of the County of Butte
 2. Area Housing Authority of Ventura County
 3. Regional Housing Authority of Sutter and Nevada Counties
 4. Imperial Valley Housing Authority
 5. Housing Authority of the City of Madera

(M/S/C): Rennise Ferrario/David Keller/ Roll Call Vote (Ed Mayer, Linda Nichols, Andrea Roark, Rennise Ferrario, Nicholas Benjamin, Mark Stern, David Keller, Bill Wilkins, Jose Villarreal and Robert Hoskins) Passed 10-0

- B. Election of Executive Committee Members for 2012-2013
 1. Housing Authority of the County of Butte
 2. Area Housing Authority of Ventura County
 3. Regional Housing Authority of Sutter and Nevada Counties
 4. Imperial Valley Housing Authority
 5. Housing Authority of the City of Madera

(M/S/C): Robert Hoskins/Rennise Ferrario/ Roll Call Vote (Ed Mayer, Linda Nichols, Andrea Roark, Rennise Ferrario, Nicholas Benjamin, Mark Stern, David Keller, Bill Wilkins, Jose Villarreal and Robert Hoskins) Passed 10-0

2. Re-election of Officers for 2012-2013
 - A. Election of Officers
 1. President and Chair: Ed Mayer, Housing Authority of the County of Butte
 2. Vice Chair: Douglas Tapking, Area Housing Authority of Ventura County



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3. Secretary/Treasurer: Linda Nichols, Regional
Housing Authority of Sutter and Nevada Counties

(M/S/C): Andrea Roark/Robert Hoskins/ Roll Call Vote (Ed Mayer, Linda Nichols, Andrea Roark, Rennise Ferrario, Nicholas Benjamin, Mark Stern, David Keller, Bill Wilkins, Jose Villarreal, and Robert Hoskins) Passed 10-0

VI. FINANCIAL REPORT OF ADMINISTRATOR:

There is no financial report at this time.

CalAHA received a small balance from the Crosswood sale during the last month.

VII. RESOLUTION INFORMATION, ACTION AND DISCUSSION ITEMS:

A. ACTION ITEM:

ACTION ITEM 2012-A-03

AUTHORIZATION FOR PRESIDENT TO ENTER INTO A CONTRACT FOR
BOOKKEEPING AND ACCOUNTING SERVICES WITH GREY B. ROBERTS
& COMPANY, CPA

CalAHA received a proposal from Grey B. Roberts & Company. They will provide bookkeeping and accounting services for \$300 per month.

The company is located in Merced and it will be more cost effective and convenient to use their office.

(M/S/C): Andrea Roark/Jose Villarreal/Roll Call Vote (Ed Mayer, Linda Nichols, Andrea Roark, Rennise Ferrario, Nicholas Benjamin, Mark Stern, Bill Wilkins, Jose Villarreal, and Robert Hoskins) Passed 9-0



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B. RESOLUTION ITEM:

RESOLUTION NO. 2012-05

A RESOLUTION OF THE CALIFORNIA AFFORDABLE HOUSING AGENCY AUTHORIZING ITS PRESIDENT TO ESTABLISH OPERATING ACCOUNTS FOR CALIFORNIA AFFORDABLE HOUSING AGENCY AT THE MERCED BRANCH OF RABOBANK 2000 M STREET, MERCED, CALIFORNIA AND FURTHER AUTHORIZE NICHOLAS BENJAMIN AND GREY B. ROBERTS TO BE AUTHORIZED SIGNATORIES ON SAID ACCOUNTS AND OTHER RELATED ACTIONS

Ed Mayer stated that there will be two bank accounts (not to exceed \$250,000 each) so that CalAHA is covered by FDIC.

(M/S/C): Rennise Ferrario/Linda Nichols/ Roll Call Vote(Ed Mayer, Linda Nichols Andrea Roark Rennise Ferrario, Nicholas Benjamin, Mark Stern, Bill Wilkins, Jose Villarreal, and Robert Hoskins) Passed 9-0

C. INFORMATION/DISCUSSION ITEMS:

1. Member Survey

Ed Mayer reviewed the survey and would like Cal AHA to focus on how to bring in new members.

2. Crosswood sale and Bond Payoff

CalAHA has a promissory note from Yolo Housing for approximately \$295,000. All of the money that was put into the project was actually money that came from the project's revenues.

3. Prospective New Members



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The Housing Authority of San Joaquin County and The Housing Authority of San Mateo have expressed interest in joining CalAHA.

Tom Lewis will visit other housing authorities to renew/encourage interest.

11:34-(Joseph Villarreal leaves meeting.) The meeting converts to an Executive Committee meeting.

4. Current update of Prospective Projects and Bond Issuances

The Gridley Springs project is moving forward. Ed Mayer is not sure if CalAHA will be used as bond issuer.

Patrick Howard suggested that now would be a good time for Housing Authority members to look into refinancing bonds.

Nicholas Benjamin reported that Patrick Howard & Darryl Lewis (Cascadia Leasing) took a tour of Madera and met with the Madera Board.

Patrick was pleased with Nick and his agency and is looking forward to the project with Sutter/Nevada.

Mr. Howard will talk to Linda about refinancing Kingwood Commons and Spencer Arms.

Mr. Howard will try to have the findings and plans of Cascadia put together by the next board meeting.

5. Project update Status Reports

There are no project updates.

VIII. DIRECTORS' COMMENTS:



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Nick Benjamin thanked Rennise for her service to the board.

Linda Nichols indicated there appears to be a new role for CalAHA to try and fill with the demise of RDAs.

IX. CLOSED SESSION ITEMS:

NONE

X. SCHEDULING OF FUTURE EXECUTIVE BOARD MEETINGS:

2012 Meetings (the second Monday of the month, with exceptions in **bold**): **June 18, 2012**; July 9, 2012; August 13, 2012; **September 17, 2012**; October 8, 2012; November 12, 2012; December 10, 2012.

XI. ADJOURNMENT:

(M/S/C): Nicholas Benjamin/Andrea Roark

Meeting adjourned @ 11:51 a.m.

Secretary

Chairperson

Date

Date